

The Franklin, KY City Commission convened in **regular session** at 12:00 pm, **Monday, December 8, 2014**, in the City Hall meeting room, 117 W. Cedar Street, Franklin, Kentucky. Member attendance as follows:

Mayor Ronnie Clark	Present and in the chair presiding
Commissioner Mason Barnes	Present
Commissioner Larry Dixon	Present
Commissioner Jamie Powell	Present
Commissioner Wendell Stewart	Present

Others present included City Manager, Kenton Powell; City Attorney, Scott Crabtree, Franklin Chief of Police, Roger Solomon; City Clerk, Kathy Stradtner; Finance Director, Shaunna Cornwell; Personnel Director/Deputy Clerk, Rita Vaughn; FiberNet Services Manager, Tammie Carey; City Network Engineer, Glenn Dalcourt; Franklin Police Chaplain, Dale Reeves, Waste Water Superintendent Chris Klotter; Franklin Simpson Human Rights Commission Representative, Donzella Lee; and Franklin Favorite / WFKN media representative, Keith Pyles.

Mayor Ronnie Clark, called the meeting to order at 12:00 noon and Franklin Police Chaplain, Dale Reeves offered an opening prayer.

APPROVAL OF MINUTES

Motion was made by Commissioner Larry Dixon and second by Commissioner Jamie Powell to approve the minutes of the November 24, 2014 regular City Commission meeting. Voting aye: all. Motion carried unanimously.

RECOGNITION

Police Chief Roger Solomon wished to publicly recognize an outstanding citizen and ask Mr. Tracy Houskins to come forward. Franklin Police were dispatched on November 14 to a house fire at 525 Jackson, and Chief Solomon wished to present Mr. Houskins with a certificate of recognition of the bravery and courage he exhibited during the occurrence. Below is the report of the incident as filed by Franklin Police Corporal Dale Adams, who was the officer responding to the scene on November 14.

*...Franklin Police was dispatched to a structure fire at 525 Jackson, the home of Mrs. O C Forte. Upon arrival I observed Mr. Tracy Houskins yelling for me to come to the back side of the house. As I approached the flames were shouting out of the ceiling of the back porch. As I got closer, I saw Mr. Houskins grab Mrs. Forte and pull her out from the back door porch area that was fully engulfed in flames. I then helped escort Mrs. Forte to the roadway and into a vehicle for her safety. "Mr. Houskins reported that" when Mr. Houskins first arrived Mrs. Forte was outside the house, but when he turned around to call 911 she had returned inside the burning home. Mr. Houskins showed extreme bravery and courage as he disregarded his own safety in order to pull Mrs. Forte back out of the burning house. Mrs. Forte had ash and melted materials on her pants and shoes. I strongly believe had Mr. Houskins not caught her in time she would have suffered more extensive injury or even death.
Captain D Adams, U/924*

HEAR THE PUBLIC

None

REGULAR BUSINESS

- **Discussion and Possible Action — New Employee Holiday Pay Eligibility**

Finance Director Shaunna Cornwell has been made aware of a concern regarding the City's current Personnel Policy, *Section VI (b) 1, pg 25, that all new employees must complete ninety (90) days of employment in order to receive eight (8) hours pay at the regular rate of pay for any of the City's approved Holidays.* This came into question during the Thanksgiving holiday when three newly hired employees who were not required to work during the Thanksgiving Holiday and would have only received a paycheck for twenty-four (24) hours. The employees in question were not fully aware of this policy. After speaking with the City Manager and City Attorney in length, it was agreed this is an antiquated policy within our handbook and may not be a policy the City wishes to continue. A paid holiday is a standard benefit found in most all employment categories and is most likely a benefit the City of Franklin would like to offer immediately upon hire. Following a lengthy internal discussion, the City Manager and Finance Director both were of the opinion that, although it was contrary to current City policy, the City should allow for a full forty (40) hour paycheck for the three individuals that would have been negatively impacted if the current policy was enforced and as a result approved paying these employees for a forty (40) hour week, including sixteen (16) hours Holiday Pay during the Thanksgiving week. After full discussion, motion was made by Commissioner Stewart and second by Commissioner Barnes to amend the Personnel Policy by striking the 90 day employment requirement prior to being eligible for Holiday Pay and retroactively approve the City Manager's decision to pay three employees for the sixteen (16) hours related to the Thanksgiving Holiday. Voting aye: all. Motion carried unanimously.

PUBLIC SERVICES

No business.

PUBLIC SAFETY

- **Discussion and/or Possible Action Police Policies and Procedures**
- **Discussion and Possible Action — Police Department Towing Services Guidelines**

As the Franklin Police Department continues to work toward receiving certification, Police Chief Solomon discussed two additional policies and procedures for the Department he is requesting the Commission approve.

Section 5 Appendixes, Chapter 2 – Multi Year Plan
Section 5, Chapter 3 - Simpson County Detention Center Contingency Plan

Also discussed by the Chief were the service guidelines that for some time the Franklin Police Department and various towing companies utilize regarding costs for the towing companies services. The Kentucky State Police use a similar policy, but Franklin Police Chief Solomon noted that the towing guidelines have never been approved by the City Commission. During Commission discussion, it was noted that any towing company is eligible to apply to be included on the towing rotation subject to confirmation of their suitability to serve the public and the Police Department. Chief Solomon is requesting the Commission approve these guidelines, which is not to be included in the Franklin Police Department Policies and Procedures Manual but is for internal administrative use as copied below.

- **Discussion and/or Possible Action — Utility Service when Landlord/Tenant Situation Exists**

The City's Utility Billing Department has been discussing the possibility of requiring copies of executed lease agreements prior to establishing utility services to customers or tenants of rental property when a tenant/landlord relationship exists. Finance Director Cornwell discussed the advantages to the Utility department in having this information would be to eliminate any confusion or misunderstanding as to the legal occupant of the residence and would also allow our Utility Billing department the ability to explore all tenants of the property for delinquent utility amounts prior to establishing service at the rented property. Following a full and open discussion among the Commission, including the fact that this requirement is used by several other utility providers in Kentucky and has proven its usefulness, **Commissioner Barnes and Commissioner Stewart wished to sponsor an amendment to the Water and Sewer Use Ordinance per discussion of requiring presentation of an executed lease agreements prior to establishing utility service.**

- **Information Regarding Previous Commission Action**

City Manager Powell provided documentation regarding action taken during the November 10, 2014 City Commission meeting regarding acceptance of private utility installation in Willows Subdivision into the City system (see below)

OTHER COMMISSION BUSINESS

Motion was made by Mayor Clark and seconded by Commissioner Powell to accept water and sewer lines in the Willows Subdivision contingent upon confirmation from Wastewater Superintendent Chris Klotter and Water Distribution Superintendent Clif Beecher that the lines comply with City specifications. Ayes: All. Motion carried.

Clif Beecher, Water Distribution Superintendent and Chris Klotter Waste Water Treatment Plant Superintendent have furnished written confirmation of the installations compliance.

ORDINANCES

- **Second Reading of Ordinance No. 110.80-12-08-14INTENT Stating Intent to Annex Land on Kenny Perry Drive**

Before second reading of the ordinance, the Mayor recognized Mr. and Mrs. Gary Summers who was present to express opposition to annexation of the property described in the ordinance. City Clerk Kathy Stradtner gave second reading to Ordinance No. 110.80-12-08-14INTENT stating the intent to annex 10.46 Acres located on Kenny Perry Drive and owned by Summers Hunt Farm, LLC, Petersen & Associates, LLC and CSX Railroad. **Motion was made by Mayor Clark and second by Commissioner Powell to adopt Ordinance No. 110.80-12-08-14INTENT upon this second reading. Roll Call Vote: Mayor Ronnie Clark, Yes; Commissioner Mason Barnes, Yes; Commissioner Larry Dixon, Yes; Commissioner Jamie Powel, Yes; Commissioner Wendell Stewart, Yes. Motion carried and Ordinance adopted unanimously.**

EXECUTIVE SESSION

Motion by Commissioner Barnes and second by Commissioner Stewart to enter executive session for the purpose of land acquisition, deliberations on the future acquisition or sale of real property by a public agency where publicity would be likely to affect the value of a specific piece of property to be acquired for public use or sold by a public agency {KRS 61.810 (b)}, litigation, discussion of proposed or pending litigation {KRS 61.810(c)}, and